

18 October 2019 at 11:02

Valerie,

I am following up our conversation from yesterday.

I have attached the revised ONSIS report for 2017-2018 indicating one (1) incident during the year. That one incident involved two students. I think I mentioned 3 during our call but that was inaccurate. Aligned with that are the reports from our Student Information System, PowerSchool (P/S), demonstrating the difference in the two data pulls - twenty-one (21) when we first reported to ONSIS - and the more recent pull that indicates 34 incidents. The date at the top of the first scanned P/S report is September 2018 [it appears to be 2010 in the scanned version].

In addition we have included redacted versions of the Violent Incident Reports that were completed and filed in the students' OSRs. This was something you had requested to verify our assertion that CCI had completed all required tasks in reporting and following up the incident. CCI was thorough in its application of all policies and expectations regarding this matter.

We have also taken steps to incorporate an audit process to ensure that the numbers submitted representing violent incidents is accurate. We have verified the 2015-2016 (27 incidents) and 2016-2017 (25 incidents) submission as being accurate by reviewing both ONSIS reports and P/S reports. The 2018-2019 submission, due at the end of this month, is not available for verification or submission as we have identified issues with that report. In this case we notify ONSIS that we will not submit until that issue is cleared up, and so that report is not available at this time.

As I stated during our phone call, our staff pulled the data originally and had the 21 incidents reported, but after review, following your inquiry, and a subsequent pull, we identified 34 incidents. All incidents in the 34 were fully investigated and our Code of Conduct applied to the situations. The only step missed was the reporting through ONSIS, which we have recognized and corrected. We now have an internal audit process to ensure this does not take place again.

We trust that this is information that will answer your questions. We appreciate the time provided to give you the context of the situation. Please let us know if you can when the story being created is to air and/or be published.

Regards,

**John Dance**

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